

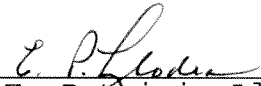
TOWN OF NEWTOWN, CONNECTICUT

INVITATION TO BID

Sealed bids will be received at the office of the Financial Director, 3 Primrose Street, Newtown, Connecticut 06470, until but no later than 2:00 pm, Monday, September 19, 2011:

Cover: TREE REMOVAL-HANOVER ROAD

The Purchasing Authority of the Town of Newtown reserves the right to accept or reject any or all options, bids or proposals; to waive any technicality in any bid or part thereof, and to accept any bid deemed to be in the best interest of the Town of Newtown. The Town of Newtown is an Affirmative Action Employer-MBE/WBE are encouraged to bid.



E. Patricia Llodra
First Selectman



Robert G. Tait
Financial Director

PURCHASING AUTHORITY

TOWN OF NEWTOWN PURCHASING AUTHORITY
INSTRUCTIONS TO BIDDERS

1. Submit bids in a sealed envelope plainly marked to identify the particular bid. It is the sole responsibility of the bidder to see that the bid is in the hands of the proper authority prior to the bid opening time.
2. Withdrawals of, or amendments to bids received later than the time and date specified for bid opening will not be considered.
3. The Purchasing Authority of the Town of Newtown reserves the right to accept or reject any or all options, bids, or proposals; to waive any technicality in any bid, or part thereof, and to accept any bid deemed to be in the best interest of the Town of Newtown, Connecticut.
4. Bidders may be present at the opening of the bids.
5. Bids may be held by the Town of Newtown for a period not to exceed thirty (30) days from the opening of the bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to the awarding of the contract.
6. Bids must be submitted on the Sealed Bid Request form enclosed at the end of this packet. All items must be filled in (unit cost, trade-in for each unit, etc.). Failure to comply with this requirement will automatically void the bid.
7. Trade-ins, when indicated, will be listed on the Sealed Bid Request form. The Town of Newtown reserves the right to trade all, some or none of the vehicles listed as deemed in the best interest of the Town. Bidders may submit a bid on the new vehicles with or without trade-ins or may submit bids on the trade-ins only, either individually or by lot. Trade-ins must be detailed individually as indicated on the Sealed Bid Request form. Trade-ins may be used in determining the lowest responsible bid.
8. Prior to awarding any contract exceeding \$25,000.00 for the construction, alteration, or repair for any public building or public work, a labor or materialmen's bond must be furnished by the person to whom the contract is awarded.
9. The Town may consider proximity of the vendor's service as a factor in determining lowest price and reserves the right to award in whole or part to one or more vendors.
10. The Town agrees to pay for all equipment within thirty (30) working days after the equipment has been accepted and claim (invoice) presented.
11. Bid Security when required must be by a **certified check or letter of credit** for five percent (5%) of the total bid, payable to the Town of Newtown.
12. Performance Bond when required must be by a **certified check or letter of credit or performance bond** for one hundred percent (100%) of the total bid. Surety companies and banks must be satisfactory to the Town of Newtown.
13. The successful bidder will be required to post a Certificate of Insurance, with the Town of Newtown named as additional insured, in an amount to be determined by the Town of Newtown.

BID SPECIFICATIONS FOR TREE REMOVAL

TREE REMOVAL ON HANOVER ROAD

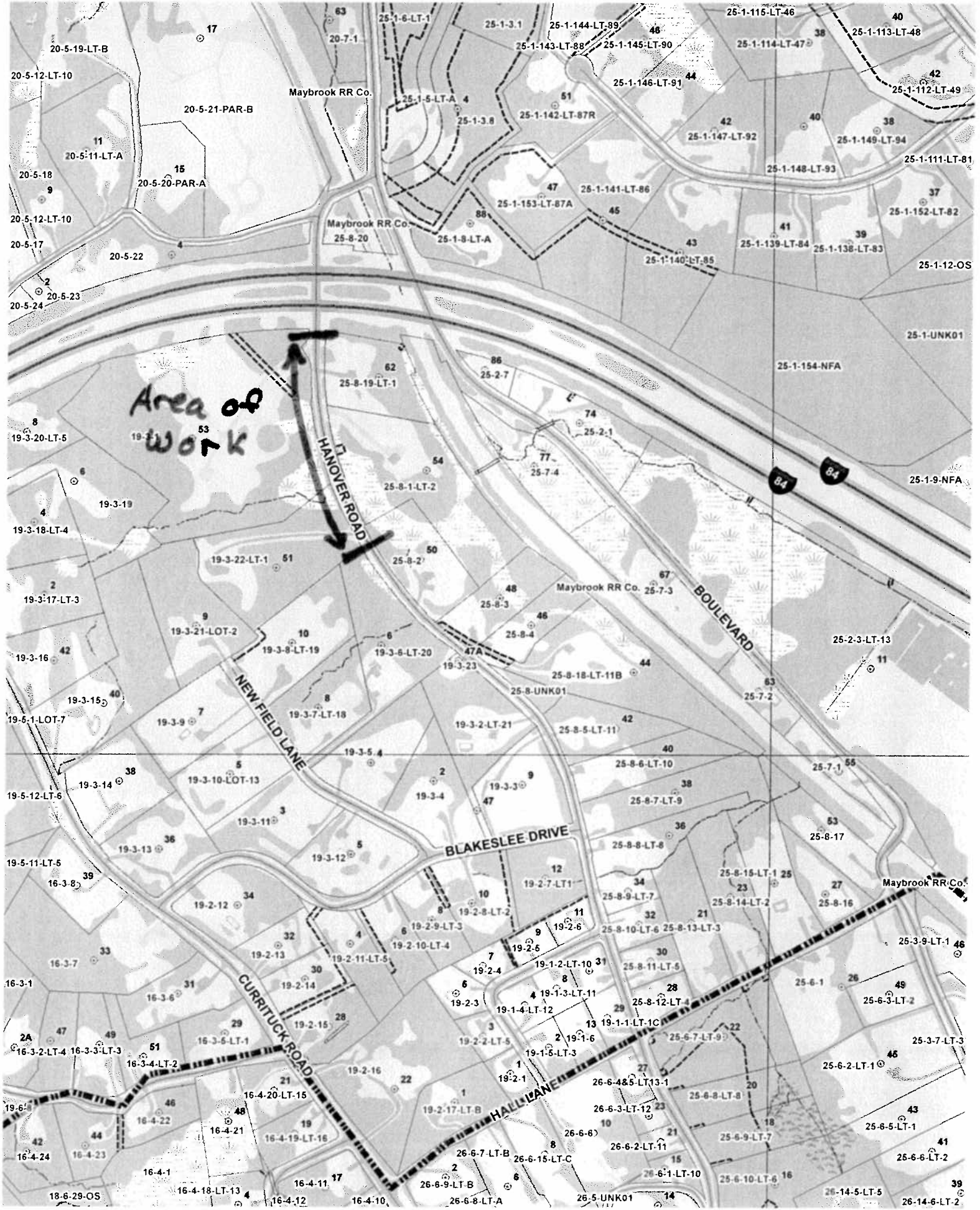
1. All trees are numbered 1 through 26
2. All work must be completed within thirty (30) calendar days of the award of the bid.
3. All work will be done utilizing the appropriate safety equipment at all times.
4. Traffic control is the responsibility of the Contractor. One lane of traffic is to be maintained at all time.
5. All brush, chips, wood and rakings will be removed from the job site and can be taken to the Newtown Transfer Station. All wood must be four (4) foot long or less when delivered to the Transfer Station.
6. Stumps will be cut as low as possible and be flat topped.
7. All wood must be removed from the job site within three (3) days of the tree takedown
8. All completed work will be inspected and approved by the Newtown Public Works Department prior to approval of payment.

Description of Work:

Removal of 26 Numbered Trees, (some are multiple stems)

Trees to be removed are numbered 1 through 26 in orange paint on tree and road.

*** Any Deviation from these specifications must be in writing from The Newtown Public Works Department**



TOWN OF NEWTOWN
SEALED BID REQUEST

BID OPENING DATE: Monday, September 19, 2011

TIME: 12:00 pm

LOCATION: Finance Dept., Newtown Municipal Center, 3 Primrose Street, Newtown, CT 06470

BID TITLE: TREE REMOVAL – HANOVER ROAD

SECURITY REQUIRED: NONE

DATED IN NEWTOWN: September 7, 2011

BID SECURITY \$

(CERTIFIED CHECK OR LETTER OF CREDIT)

PLEASE NOTE: ONE (1) ORIGINAL AND ONE (1) COPY OF SEALED BID MUST BE SUBMITTED. Is your company a MBE/WBE business:

(YES) (NO)

TOTAL BID: \$ _____
(26 Numbered Trees-some are multiple stems)

COMPANY

SIGNATURE

ADDRESS

SIGNED BY (Print or Type)

ADDRESS 2

TITLE

ADDRESS 3

FAX NO.

TELEPHONE NO.

DATE

TAX ID NUMBER

E-MAIL